



CITY OF LEANDER

**INVITATION FOR BID
GOLF COURSE MAINTENANCE EQUIPMENT LEASE SCHEDULE #2**

PART I

GENERAL

1. **PURPOSE:** The City of Leander, herein after “City”, seeks to lease and purchase from a qualified Individual, Firm or Corporation, (Respondent), eleven (11) pieces of golf course grounds maintenance equipment, herein “Equipment”. Equipment includes mowers, work vehicles, an aerator and a topdresser. Solicitation also seeks trade in of four (4) pieces of golf course maintenance equipment specified herein.

Respondent is not required to bid on all items.

Alternate equivalent makes and models will be considered.

The City will accept bids on new 2014 or 2015 equipment for all items except #8 and #9. Those items can be used 2010 models or newer.

The City seeks to maintain quality, reliability and efficiency within its equipment fleet. With this goal in mind several manufacturer’s products have been specified herein to establish the City’s minimum critical requirements and performance standards. Any example shown is listed to show type and class of equipment desired only. Alternate equivalent items will be considered and are noted as “or equal” on item descriptions.

Respondents are cautioned that any equipment delivered which does not meet specifications in every aspect will not be considered or accepted.

2. **DEFINITIONS, TERMS AND CONDITIONS:** By submitting a response to this solicitation, the Respondent agrees that the City’s standard Definitions, Terms and Conditions, in effect at the time of release of the solicitation, shall govern but shall be superseded by those terms and conditions specifically provided for otherwise within this solicitation, in a separate agreement or on the face of a purchase order. The City’s Definitions, Terms and Conditions are herein made a part of this solicitation and can be found on the City’s website by visiting <http://www.leandertx.gov/finance/page/purchasing>.
 - 2.1. Any exception to or additional terms and conditions attached to the response will not be considered unless respondent specifically references them on the front of the Solicitation Document. **WARNING:** Exception to or additional terms and conditions may result in disqualification of the response.
3. **ATTACHMENTS:** Attachment A and B are herein made a part of this solicitation:
 - 3.1. Attachment A: Bid Form
 - 3.2. Attachment B: Equipment for Trade-In

4. **CLARIFICATION:** For questions or clarifications of specifications, you may contact:

Joy Baggett-Simonton
Purchasing Agent
City of Leander
P.O. Box 319
Leander, TX 78646
Telephone: 512-528-2730
jsimonton@leandertx.gov

The individual listed above may be contacted by telephone or visited for clarification of the specifications only. No authority is intended or implied that specifications may be amended or alterations accepted prior to solicitation opening without written approval of the City of Leander through the Purchasing Department.

5. **RESPONDENT REQUIREMENTS:** The opening of a solicitation shall not be construed as the City's acceptance of such as qualified and responsive.
- 5.1. Respondents shall be firms, corporations, individuals or partnerships normally engaged in the sale and distribution of the commodity specified herein.
- 5.2. Respondent warrants and agrees that all materials supplied herein shall be manufactured and produced in compliance with the laws, regulations, codes, terms, standards, and requirements of Underwriters Laboratories Incorporated, all Federal, State, and local authorities, and all other authorities having jurisdiction, and that performance of goods shall be in accordance with the above laws, regulations, codes, terms, standards, and requirements, and agrees upon request, to furnish the City a certificate of compliance upon request.
- 5.3. In order to assure the City does not encounter shipping delays, service delays or other unforeseen problems that can occur with out-of-area or foreign vendors Respondent shall be located within:

60 Miles from Leander, Texas 78641

100 Miles from Leander, Texas 78641

United States

6. **GOODS:** Respondent warrants and agrees that all materials supplied hereunder shall be **NEW, unless otherwise specified**, and manufactured and produced in compliance with the laws, regulations, codes, terms, standards, and/or requirements of all Federal, State, and local authorities, and all other authorities having jurisdiction, and that performance of goods shall be in accordance with the above laws, regulations, codes, terms, standards, and/or requirements, and agrees upon request, to furnish the City a certificate of compliance therewith in such forms as the City may require.
7. **ALTERNATE EQUIVALENT:** The City seeks to maintain quality, reliability and efficiency within its equipment fleet. With this goal in mind several manufacturer's products have been specified herein to establish the City's minimum critical requirements and performance standards of each item. Any

example shown is listed to show type and class of equipment desired only. Alternate equivalent items will be considered and are noted as "Or equal". "Or equal" is intended to establish a level of quality and is not to be interpreted as a preference for a particular brand. The items offered must be equivalent as to function, basic design, type and quality of material, method of construction and any required dimensions.

8. **BEST VALUE EVALUATION AND CRITERIA:** All responses received may be evaluated based on the best value for the City. In determining best value, the City may consider:

- Purchase price;
- Reputation of Respondent and of Respondent's goods and services;
- Quality of the Respondent's goods and services;
- The extent to which the goods and services meet the City's needs;
- Respondent's past relationship with the City;
- The total long-term cost to the City to acquire the Respondent's goods or services;
- Any relevant criteria specifically listed in the solicitation.

8.1. The City reserves the right to reject any or all responses, or delete any portion of the response, or to accept any response deemed most advantageous, or to waive any irregularities or informalities in the response received that best serves the interest and at the sole discretion of the City.

9. **COMMITTEE REVIEW:** An evaluation committee will review each response for solicitation compliance and technical scoring in each category using the following weighted criteria. A consensus score will be assigned to each response.

- | | |
|-----------------------------------|------------------|
| 9.1. Price | 70 Points |
| 9.2. Meets specifications | 20 Points |
| 9.3. Responsibility of respondent | 10 Points |

The evaluation process may reveal additional information for consideration. The City reserves the right to modify, without notice, the evaluation structure and weighted criteria to accommodate these additional considerations to serve the best interest of the City.

10. **MODIFICATION AND WITHDRAWAL OF BID:** A bid may be modified or withdrawn written notice provided to the Purchasing Agent prior to the date and time for the opening of the bids.

10.1. If within 24 hours after bids are opened any respondent files written notice with Purchasing Agent and promptly demonstrates to the reasonable satisfaction of Purchasing Agent that there was a material and substantial mistake in the preparation of the bid, that respondent may withdraw the bid. In this event, if the solicitation is re-issued, that respondent may be disqualified from rebidding the solicitation.

11. **AWARD:** The City reserves the right to enter into an Agreement or a Purchase Order with a single award, split awards, non-award, or use any combination that best serves the interest and at the sole discretion of the City. Award announcement will be made upon City Council approval of staff recommendation and executed agreement. Award announcement will appear on the City's website at <http://www.leandertx.gov/rfps>.

12. **DELIVERY AND ACCEPTANCE:** Acceptance inspection should not take more than fifteen (15) working days. The vendor will be notified within this time frame if the goods delivered are damaged or not in full compliance with the specifications. Successful respondent shall repair any minor damages noted during this inspection period. If any agreement or purchase order is canceled for

non-acceptance, the needed good may be purchased elsewhere and the vendor may be charged full increase, if any, in cost and handling.

13. **QUANTITIES:** The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum volume is made or implied. The City shall only order the goods needed to satisfy operating requirements within budgetary constraints, which may be more or less than indicated.
14. **PROMPT PAYMENT POLICY:** Payments will be made in accordance with the Texas Prompt Payment Law, Texas Government Code, Subtitle F, Chapter 2251. The City will pay Vendor within thirty days after the acceptance of the supplies, materials, equipment, or the day on which the performance of services was completed or the day, on which the City receives a correct invoice for the supplies, materials, equipment or services, whichever is later. The Vendor may charge a late fee (fee shall not be greater than that which is permitted by Texas law) for payments not made in accordance with this prompt payment policy; however, this policy does not apply to payments made by the City in the event:
 - 14.1. There is a bona fide dispute between the City and Vendor concerning the supplies, materials, services or equipment delivered or the services performed that causes the payment to be late; or
 - 14.2. The terms of a federal agreement, grant, regulation, or statute prevent the City from making a timely payment with Federal Funds; or
 - 14.3. There is a bona fide dispute between the Vendor and a subcontractor or between a subcontractor and its suppliers concerning supplies, material, or equipment delivered or the services performed which caused the payment to be late; or
 - 14.4. The invoice is not mailed to the City in strict accordance with instructions, if any, on the purchase order or agreement or other such contractual agreement.

PART II

SCHEDULE

1. **SOLICITATION SCHEDULE:** It is the City's intention to comply with the following solicitation timeline:

1.1. Solicitation released	December 4, 2014
1.2. Deadline for questions	December 12, 2014
1.3. City responses to all questions or addendums	December 15, 2014
1.4. Responses for solicitation due at or before 3:00 PM	December 22, 2014

All questions regarding the solicitation shall be submitted in writing at or before 5:00 PM on the due date noted above. A copy of all the questions submitted and the City's response to the questions shall be posted on our webpage, <http://www.leandertx.gov/rfps>. Questions shall be submitted to the City contact named herein.

The City reserves the right to modify these dates. Notice of date change will be posted to the City's website.

2. **SOLICITATION UPDATES:** Respondents shall be responsible for monitoring the City's website at <http://www.leandertx.gov/rfps> for any updates pertaining to the solicitation described herein. Various updates may include addendums, cancelations, notifications, and any other pertinent information necessary for the submission of a correct and accurate response. The City will not be held responsible for any further communication beyond updating the website.

3. **RESPONSE DUE DATE:** Signed and sealed responses are due at or before **3:00 PM**, on the date noted above to the Purchasing Department. Ship via FedEx, UPS or other carrier or carry sealed responses to:

Shipping Address (FedEx, UPS or hand delivery):

Joy Baggett-Simonton
City of Leander
Purchasing Department
200 W. Willis Street
Leander, TX 78641

Mailing Address:

Joy Baggett-Simonton
Purchasing Agent
City of Leander
P.O. Box 319
Leander, TX 78646

- 3.1. Responses received after this time and date shall not be considered.
 - 3.2. Sealed responses shall be clearly marked on the outside of packaging with the Solicitation title, number, due date and **“DO NOT OPEN”**.
 - 3.3. Facsimile or electronically transmitted responses are **not acceptable**.
 - 3.4. Late responses will be returned to Respondent unopened if return address is provided.
 - 3.5. Responses cannot be altered or amended after opening.
 - 3.6. No response can be withdrawn after opening without written approval from the City for an acceptable reason.
 - 3.7. The City will not be bound by any oral statement or offer made contrary to the written specifications.
4. **COSTS INCURRED:** Respondent shall acknowledge that the issuance of a solicitation shall in no way obligate the City to award a contract or to pay any costs associated with the preparation of a response to said solicitation. The costs in developing and submitting proposals, preparing for and participating in oral presentations or any other similar expenses incurred by a Respondent are the sole responsibility of the Respondent and shall not be reimbursed by the City.

PART III

SPECIFICATIONS

1. **SCOPE:** The intent of these specifications is to secure the purchase of eleven (11) pieces of golf course maintenance equipment to be utilized by the Crystal Falls Golf Course, a City owned and operated golf course. Solicitation also seeks trade in of four (4) pieces of golf course maintenance equipment specified herein.
2. **YEAR OF MANUFACTURE:** The City will accept bids on new 2014 and 2015 model equipment as specified.

3. **SHIPPING:** Shipment will be made FOB to Crystal Falls Golf Course, Attention: Wayne Slaton, 3400 Crystal Falls Pkwy, Leander, TX 78646.
4. **DELIVERY:** Delivery of equipment shall be made to Crystal Falls Golf Course no later than sixty (60) calendar days after receipt of Purchase Order.
5. **EQUIPMENT CONDITION:** Respondent certifies that the equipment purchased under this solicitation shall be new and unused unless otherwise specified and awarded. In the event the equipment requires two (2) or more repairs in any 30-day period, except those caused by negligence or through the fault of City employees, the successful respondent agrees to remove and replace the defective equipment without delay and at their expense.
6. **WARRANTY: Manufacturer's standard warranty shall apply. Warranty documentation shall be included with each item bid. A warranty shall also be offered for used equipment.** The successful respondent shall warrant that equipment will conform to the specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title. Warranties of all parts, equipment, valves and workmanship will be for a period of ninety (90) days from date of acceptance of equipment. All warranty repairs will be performed without accessing the City's warranty deductibles. The successful respondent shall be responsible for any warranty deductibles required for warranty repairs.
7. **PRE-DELIVERY SERVICE:** The following services will be performed by successful respondent before the equipment is delivered to the City:
 - 8.1. All fluid levels checked and maintained with the proper grade and type of fluids;
 - 8.2. Pre-delivery inspection completed;
 - 8.3. Equipment shall be cleaned;
 - 8.4. Fuel tank shall be full where applicable.
9. **DELIVERY DOCUMENTATION:** Successful respondent shall provide the following documents with each item delivered:
 - 9.1. One (1) owner's manual;
 - 9.2. One (1) operator's manual;
 - 9.3. One (1) shop repair manual.
10. **EQUIPMENT FOR TRADE-IN:** City seeks pricing on currently owned equipment for trade-in as specified. City reserves option to retain these items should pricing offered not be acceptable to City. Trade-in equipment specifications are contained herein on **Attachment B**. Trade-in pricing is not mandatory and not required for respondent to bid.
11. **TECHNICAL SPECIFICATIONS:** Unless otherwise specified, all units will be furnished complete with standard equipment and factory-installed accessories as listed in the manufacturer's printed literature for the models specified. The following items are minimum requirements for the models specified.

The City seeks maintain quality, reliability and efficiency within its equipment fleet. With this goal in mind several manufacturer's products have been specified herein to establish the City's minimum critical requirements and performance standards of each unit. Any example shown is listed to show type and class of equipment desired only. Alternate equivalent items will be considered and are noted as "Or equal". "Or equal" is intended to establish a level of quality and is not to be interpreted as a preference for a particular brand. The items offered must be equivalent as to function, basic design, type and quality of material, method of construction, and any required dimensions.

Respondents are cautioned that any equipment delivered which does not meet specifications in every aspect will not be considered or accepted.

ITEM #1: Fairway mower, diesel, with one (1) set of 7, 8 or 9 blade reels, 7” reel size

Make/Model example specified: John Deere 8700 Precision Cut or Equal

Year 2014 or 2015 model is acceptable;

Fuel: Diesel

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

<http://www.toro.com/en-us/Golf/Mowers/Fairway/Pages/Model.aspx?pid=Reelmaster-5410>

http://www.deere.com/en_US/products/equipment/fairway_mowers/7000_8000_precision_cut_series/8700/8700.page?

<http://www.jacobsen.com/lf550-570>

Additional options requested:

- Diesel 4 wheel drive
- Tier 3 or 4 complaint
- Horse Power 31-48
- Light kit
- Shade top
- Rollers scrapers front and rear roller
- Roll Over Protection System (ROPS)
- Fuel tank size 12-20 gallons
- Transport width 90” or less
- 2-4 year warranty

ITEM #2: Fairway mower, diesel, with one (1) set of 7, 8 or 9 blade reels, 7” reel size

Make/Model example specified: John Deere 8700 Precision Cut or Equal

Year 2014 or 2015 model is acceptable;

Fuel: Diesel

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

<http://www.toro.com/en-us/Golf/Mowers/Fairway/Pages/Model.aspx?pid=Reelmaster-5410>

http://www.deere.com/en_US/products/equipment/fairway_mowers/7000_8000_precision_cut_series/8700/8700.page?

<http://www.jacobsen.com/lf550-570>

Additional options requested:

- Diesel 4 wheel drive
- Tier 3 or 4 complaint
- Horse Power 31-48
- Light kit
- Shade top
- Rollers scrapers front and rear roller
- Roll Over Protection System (ROPS)
- Fuel tank size 12-20 gallons
- Transport width 90" or less
- 2-4 year warranty

ITEM #3: One set five (5) Verticut Units

Make/Model example specified: Coordinating reels for Item #1 and Item #2

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

ITEM #4: Triplex Unit (Greens/Tee Mower)

Make/Model example specified: 2500E E Cut Hybrid Diesel

Year 2014 or 2015 model is acceptable;

Fuel: Diesel

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

http://www.deere.com/en_US/products/equipment/riding_greens_mowers/2500e_diesel/2500e_diesel.page?

<http://www.toro.com/en-us/Golf/Mowers/Riding-Greensmowers/Pages/Model.aspx?pid=Greensmaster-triflex-3420-04540>

<http://www.jacobsen.com/eclipse-322-hybrid>

Additional options requested:

- All electric powered reels.
- Diesel engine
- Horse power 13-23.5
- Tier 3, interim 4, or 4 complaint
- 11 blade reels

- Light kit
- Groomers
- Roll Over Protection System (ROPS)
- Fuel tank size 5-10 gallons
- Tire size 20 X 10-10 smooth tires
- Ground clearance of reels with clipping catcher minimum 4"
- 2-4 year warranty

ITEM #5: 200 Gallon Sprayer Unit and Vehicle

Make/Model example specified: John Deere HD 200 Sprayer or Equal

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

http://www.deere.com/en_US/products/equipment/specialty_equipment/select_spray_series/hd200_sprayer/hd200_sprayer.page?#viewTabs

<http://www.toro.com/en-us/golf/application-equipment/sprayers/Pages/Model.aspx?pid=Workman-200-Gallon-Sprayer>

<http://www.jacobsen.com/turfmastersprayer>

Additional options requested:

- Sprayer tank capacity 200-225 gallons
- Sprayer boom width 15'-22' with 3 section breakaway pivot booms
- Foam marker kit
- Triple nozzle body spray nozzles with selected nozzle for all 3
- Diaphragm or Centrifugal Pump drive driven by with hydraulic vehicle connections (PTO) with tank agitation system
- Electrohydraulic boom lift/lower system.
- Self-cleaning in-line strainer.
- Automatic rate controller with digital display. With switches to control pressure increase/decrease rate/pressure switches, master boom switch, individual boom-control switches, boom lift/lower switches, and foam marker switch.
- Sprayer pressure capacity 20-200psi
- Hose reel kit
- Tank drain valve
- 2-4 year warranty

Make/Model example specified: John Deere 2030A Progater Utility Vehicle or Equal

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

http://www.deere.com/en_US/products/equipment/gator_turf_vehicles/progator/2030a/2030a.page?

<http://www.toro.com/en-us/golf/utility-vehicles/heavy-duty/Pages/Model.aspx?pid=Workman-HDX>

<http://www.jacobsen.com/turftrucksterdiesel>

Additional options requested:

- Diesel 2 wheel drive
- Horse power 22-34
- Tier 3, interim 4, or 4 compliant
- PTO drive kit
- Light kit
- Roll Over Protection System (ROPS)
- Top canopy kit
- Fuel tank size 5-10 gallons
- Smooth tread tires on rear for greens spraying (example 26 X14 X12)
- Locking rear differential for traction control on hills/slopes.
- Cargo box/bed
- 2-4 year warranty

ITEM #6: Work Vehicle (Gator)

Make/Model example specified: John Deere Gator TX Turf

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

<http://www.toro.com/en-us/golf/utility-vehicles/medium-duty/Pages/Model.aspx?pid=Workman-MD-07266>

http://www.deere.com/en_US/products/equipment/gator_turf_vehicles/tx_turf/tx_turf.page?

http://ezgo.com/golf/turf_maintenance.html

Additional options requested:

- Gas 2 wheel drive
- Horse power 12-21
- Tier 3, interim 4, or 4 compliant
- Light kit
- Electric dump cargo/bed
- Top canopy and windshield kit
- Roll Over Protection System (ROPS)

- Fuel tank size 5-10 gallons
- 2-4 year warranty

ITEM #7: Rough Mower

Make/Model example specified: John Deere 7400A TerrainCut, 3 or 5 Deck, or Equal

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

3 deck mower

<http://www.jacobsen.com/ar3>

<http://www.toro.com/en-us/Golf/Mowers/Trim-Surround/Pages/Model.aspx?pid=Groundsmaster-3500-D>

http://www.deere.com/en_US/products/equipment/rough_trim_surrounds_mowers/a-models/7400a.page?

5 deck mowers

http://www.deere.com/en_US/products/equipment/rough_trim_surrounds_mowers/8800_terraincut_rough_mower/8800_terraincut_rough_mower.page?

<http://www.toro.com/en-us/Golf/Mowers/Rough/Pages/Model.aspx?pid=Groundsmaster-4300-D-30859>

<http://www.jacobsen.com/ar522-068132-t4f>

Additional options requested:

- Diesel
- 3 or 5 rotary deck mower.
- 3 wheel, 4 wheel, or all-wheel drive system
- Tier 3 or 4 complaint
- Horse Power 31-51
- Light kit
- Roll Over Protection System (ROPS)
- Fuel tank size 10-20 gallons
- Top canopy kit
- 2-4 year warranty

ITEM #8: TRIM SURROUND MOWER

Make/Model example specified: John Deere 2653B or Equal

Year 2010 or newer is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

https://www.deere.com/en_US/products/equipment/rough_trim_surrounds_mowers/2653b_precision_cut_trim_surrounds/2653b_precision_cut_trim_surrounds.page

Additional options requested:

- Diesel

ITEM #9: FRONT MOWER

Make/Model example specified: John Deere 1445 31 HP Front Mower or Equal

Year 2010 or newer is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

https://www.deere.com/en_US/products/equipment/front_mowers/1445/1445.page

Additional options requested:

- Diesel

ITEM #10: Greens Aerator

Make/Model example specified: John Deere Aercore 800 or Equal

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

<http://www.toro.com/en-us/Golf/Turf-Cultivation/Aerators/Pages/Model.aspx?pid=ProCore-648>

http://www.deere.com/en_US/products/equipment/aerators/aercore/aercore_800/aercore_800.page

?

<http://www.jacobsen.com/ga24>

Additional options requested:

- Gas engine
- Horse power 12-24
- Tier 3, interim 4, or 4 compliant
- Tire Scrapers
- Fuel tank size 5-10 gallons
- 2-4 year warranty

ITEM #11: Topdresser

Make/Model example specified: Dakota 410 Mounted or Equal

Year 2014 or 2015 model is acceptable;

Terms: 48 Month Lease

Complete specification containing minimum critical requirements can be viewed at the following link:

<http://www.turfco.com/products/Spinner-Topdressers/Truck-Mounted-WideSpin-1550-Topdresser-P5980C6.aspx>

<http://www.dakotapeat.com/equipment/410mounted.php>

Additional options requested:

- Hydraulic powered
- John Deere pro gator bed mounted
- Angle of discharge control up/down
- Control panel with on/off and speed/adjustment switches
- Parking/storage stand
- 2-4 year warranty

ITEM #12: TRADE-IN EQUIPMENT John Deere Fairway Mower

Serial # TC3235C030229 Additional specifications on bid sheet.

ITEM #13: TRADE-IN EQUIPMENT John Deere 7400 Mower

Serial # TC7400X010377 Additional specifications on bid sheet.

ITEM #14: TRADE-IN EQUIPMENT John Deere Aercore 800 Aerator

Serial # TC800AC075004 Additional specifications on bid sheet.

ITEM #15: TRADE-IN EQUIPMENT 410 Dakota Topdresser

Serial # 41002407 Additional specifications on bid sheet.

PART IV

RESPONSE REQUIREMENTS

The City of Leander makes no warranty that this checklist is a full comprehensive listing of every requirement specified in the solicitation. This list is only a tool to assist participating Respondents in compiling their final responses. Respondents are encouraged to carefully read the entire solicitation.

Respondent shall submit one (1) executed (signed) original and three (3) copies of each response.

For your bid to be responsive, all required attachments identified below shall be submitted with your proposal. The Samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.

1. Responses shall be submitted on itemized, signed Solicitation Document (**ATTACHMENT A**) provided herein. Failure to itemize or sign solicitation may result in disqualification. Submission of responses on forms other than the City's Solicitation Document may result in disqualification of the response.
 - 1.1. ALL FEES shall be included in price to include delivery to Leander, Texas. No additional fees shall be permitted.
 - 1.2. Total lease price shall include all fees. No additional charges shall be permitted at contract.
 - 1.3. Line item price sheet and specification sheet shall accompany each item bid.
 - 1.4. Co-op pricing is acceptable. Please indicate contract number if applicable.
2. Equipment trade-in pricing if available (**ATTACHMENT B**).
3. Warranty documentation.
4. Specification documentation and brochures.

PART V

CONFIDENTIALITY OF CONTENT

All documents submitted in response to a solicitation shall be subject to the Texas Public Information Act. Following an award, responses are subject to release as public information unless the response or specific parts of the response can be shown to be exempt from the Texas Public Information Act. Pricing is not considered to be confidential under any circumstances.

Information in a submittal that is legally protected as a trade secret or otherwise confidential must be clearly indicated with stamped, bold red letters stating "CONFIDENTIAL" on that section of the document. The City will not be responsible for any public disclosure of confidential information if it is not clearly marked as such.

If a request is made under the Texas Public Information Act to inspect information designated as confidential, the Respondent shall, upon request from the City, furnish sufficient written reasons and information as to why the information should be protected from disclosure. The matter will then be presented to the Attorney General of Texas for final determination.



**ATTACHMENT A
CITY OF LEANDER BID FORM
PURCHASING DEPARTMENT
200 W. Willis Street • Leander, Texas 78641**

SOLICITATION INFORMATION	Quote Number:	#15-013 Golf Course Maintenance Equipment	RESPONDENT INFORMATION	Tax ID Number:	_____
	Due Date:	December 22, 2014		Business Name:	_____
	Time:	On or Before 3:00 PM CST		Address:	_____
	Submit to:	City of Leander Purchasing Division 200 W. Willis Street Leander, TX 78641 jsimonton@leandertx.org		Address:	_____
				Contact:	_____
				Telephone:	_____
				Entity Type:	_____
				E-mail:	_____

HOW DID YOU HEAR ABOUT THIS SOLICITATION?	<input type="checkbox"/> Newspaper	<input type="checkbox"/> City's Website	<input type="checkbox"/> E-mail Announcement	<input type="checkbox"/> ESBD	<input type="checkbox"/> Other _____
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FIRST TIME RESPONDING TO CITY OF LEANDER?	<input type="checkbox"/> Yes <input type="checkbox"/> No	IS YOUR BUSINESS REGISTERED WITH TEXAS BID SYSTEM?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Register at: http://www.texasbidsystem.com
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BID GRID LOCATED ON PAGE 2-3

AUTHORIZED SIGNATURE	Print Authorized Individual Name:	_____
	Authorized Signature:	_____
	Date:	_____

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	MONTHLY LEASE PAYMENT	# OF MONTHS	TOTAL LEASE AMOUNT	OUT RIGHT PURCHASE AMOUNT
1	Fairway Mower Unit 48-Month Lease Term Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other Contract Number (If Applicable):										

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	MONTHLY LEASE PAYMENT	# OF MONTHS	TOTAL LEASE AMOUNT	OUT RIGHT PURCHASE AMOUNT
2	Fairway Mower Units 48-Month Lease Term Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other Contract Number (If Applicable):										

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	MONTHLY LEASE PAYMENT	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
3	One set of (5) Verticut Units 48-Month Lease Term to match model type of Item #1&2				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other Contract Number (If Applicable):										

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	MONTHLY LEASE PAYMENT	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
4	Triplex Mower (Greens/Tee Mower) Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other Contract Number (If Applicable):										

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	MONTHLY LEASE PAYMENT	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
5	200 Gallon Sprayer With Work Vehicle Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other Contract Number (If Applicable):										

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	VEHICLE PRICE	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
6	Work Vehicle (Gator) Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other Contract Number (If Applicable):										

ATTACHMENT A, PAGE 3

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	VEHICLE PRICE	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
7	Rough Mower Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other	Contract Number (If Applicable):									
8	Trim Surround Mower Per Specification					N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other	Contract Number (If Applicable):									

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('10 or newer)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	VEHICLE PRICE	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
9	Front Mower Per Specification					N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other	Contract Number (If Applicable):									

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	VEHICLE PRICE	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
10	Greens Aerator Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other	Contract Number (If Applicable):									

ITEM #	EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR ('14 or '15)	NEW OR USED	HOURS ON EQUIPMENT	DAYS TO DELIVER	VEHICLE PRICE	# OF MONTHS	LEASE TO OWN AMOUNT	OUT RIGHT PURCHASE AMOUNT
11	Pro Gator Bed Mouted Topdresser Per Specification				NEW	N/A		\$	48	\$	\$
	If Coop Contract Please Indicate <input type="checkbox"/> State <input type="checkbox"/> TXMAS <input type="checkbox"/> BuyBoard <input type="checkbox"/> HGAC <input type="checkbox"/> Other	Contract Number (If Applicable):									

Print Authorized Individual Name: _____
 Authorized Signature: _____
 Date: _____

**TRADE-IN EQUIPMENT
ATTACHMENT B**

ITEM #	TRADE-IN EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR	NEW OR USED	HOURS ON EQUIPMENT	TRADE-IN AMOUNT
12	John Deere Fairway Mower Per Specification Below Serial # TC3235C030229 32HP Diesel engine 4 wheel drive Hydroastatic, 2-pedal control Hydraulic reel drive 1 set (5-reels)	John Deere	Fairway	2007	USED	6473	\$

ITEM #	TRADE-IN EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR	NEW OR USED	HOURS ON EQUIPMENT	TRADE-IN AMOUNT
13	John Deere 7400 Mower Per Specification Below Serial # TC7400X010377 Diesel engine 3 wheel drive Hydroastatic, 2-pedal control Hydraulic reel drive 1 set (3-rotary decks)	John Deere	7400	2009	USED	1576	\$

ITEM #	TRADE-IN EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR	NEW OR USED	HOURS ON EQUIPMENT	TRADE-IN AMOUNT
14	John Deere Aercore 800 Aerator Per Specification Below Serial # TC800AC075004 Gas engine	John Deere	800		USED		\$

ITEM #	TRADE-IN EQUIPMENT DESCRIPTION	MAKE	MODEL	YEAR	NEW OR USED	HOURS ON EQUIPMENT	TRADE-IN AMOUNT
15	Dakota 410 Topdresser Serial # 41002407 Hydrolic driven Control covayor/spiner speed box Storage stand	Dakota			USED		\$

Print Authorized Individual Name: _____

Authorized Signature: _____

Date: _____